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# Agenda Item Form

Agenda Date: MAY 25, 2004

Districts Affected: 4

Dept. Head/Contact Information: Byron E. Johnson

## Type of Agenda Item:

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Resolution                                  | <input type="checkbox"/> Staffing Table Changes   | <input type="checkbox"/> Board Appointments        |
| <input type="checkbox"/> Tax Installment Agreements                  | <input type="checkbox"/> Tax Refunds              | <input type="checkbox"/> Donations                 |
| <input checked="" type="checkbox"/> RFP/ BID/ Best Value Procurement | <input type="checkbox"/> Budget Transfer          | <input type="checkbox"/> Item Placed by Citizen    |
| <input type="checkbox"/> Application for Facility Use                | <input type="checkbox"/> Bldg. Permits/Inspection | <input type="checkbox"/> Introduction of Ordinance |
| <input type="checkbox"/> Interlocal Agreements                       | <input type="checkbox"/> Contract/Lease Agreement | <input type="checkbox"/> Grant Application         |
| <input type="checkbox"/> Other _____                                 |   |  |

## Funding Source:

- ☒ General Fund
- ☐ Grant (duration of funds: \_\_\_\_\_ Months)
- ☐ Other Source: \_\_\_\_\_

## Legal:

- ☐ Legal Review Required      Attorney Assigned (please scroll down): None      ☐ Approved      ☐ Denied

Timeline Priority: ☒ High      ☐ Medium      ☐ Low      # of days: \_\_\_\_\_

## Why is this item necessary:

Janitorial Services of Richard Birgess Library

Explain Costs, including ongoing maintenance and operating expenditures, or Cost Savings:

\_\_\_\_\_

Statutory or Citizen Concerns:

\_\_\_\_\_

Departmental Concerns:

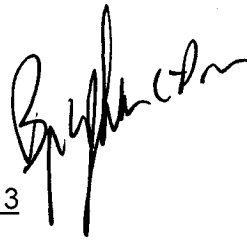
\_\_\_\_\_

DATE: May 18, 2004

TO: Municipal Clerk

FROM: Byron E. Johnson, C.P.M.  
Director of Purchasing x 4313

THRU: Aurora Wells  
Interim Bid Clerk ext. 4038



CITY CLERK DEPARTMENT  
MAY 18 2004 PM 1 01

Please place the following item on the **CONSENT** agenda for the Council Meeting of **May 25, 2004.**

Item should read as follows:

Bid No.: 2004-144 Janitorial Services-Richard Burgess Library  
Award to: The Eagle Janitorial Services  
El Paso, TX  
Item (s): 1  
Amount: \$15,033.60 (year)

Department: Municipal Services, Maintenance Dept.  
Funds available: 31010326-01101-502206  
Funding source: Operating Account, Janitorial Maintenance Svcs Contract  
Total award: \$45,100.80  
District (s): 4

Municipal Services Department and Purchasing recommend awards as indicated as this vendor has provided the Best Value Bid Procurement meeting specifications.

This is a thirty-six (36) month contract with no option to extend the term of this contract. Additionally, The Eagle Janitorial Services offers a 3% 20 days prompt payment discount.

Contact person: Ray Heredia, Procurement Analyst at 541-4316.

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AGENDA FOR: **MAY 25, 2004**

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PROJECT FORM

DATE: MAY 13, 2004

PROJECT: JANITORIAL SERVICES - RICHARD BURGESS LIBRARY

BID NO: 2004-144 DEPARTMENT: MUNICIPAL SERVICES, MAINTENANCE DEPT

BUDGET NO: 31010326-01101-502206

FUNDING SOURCE: OPERATING ACCOUNT JANITORIAL MAINTENANCE SERVICES CONTRACT

REPRESENTATIVE DISTRICT(S): 4

RECOMMENDATION: Vendor: THE EAGLE JANITORIAL SERVICES  
EL PASO, TX  
Item(s): 1  
Amount: \$15,033.60/YR

Municipal Services Department and Purchasing recommend awards as indicated as this vendor has provided the Best Value Bid Procurement meeting specifications.

This is a thirty-six (36) month contract with no option to extend the term of this contract. Additionally, The Eagle Janitorial Services offers a 3% 20 days prompt payment discount.

BIDS SOLICITED 33 (28 local)  
BIDS RECEIVED 11  
"NO BID" RECEIVED 00

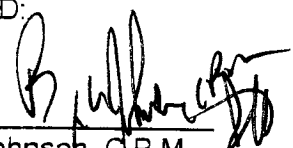
CURRENT TAXES PAID \_\_\_\_\_  
OUT-OF-TOWN- \_\_\_\_\_

TOTAL RECOMMENDED AWARD \$45,100.80

COUNCIL APPROVED ☐ REJECTED ☐ MUNICIPAL CLERK \_\_\_\_\_

APPROVED:

COUNCIL MEETING DATE: MAY 25, 2004

  
Byron E. Johnson, C.P.M.  
Director of Purchasing



**Municipal Services  
Building Maintenance Division  
1059 Lafayette, Bldg. #3  
Phone: 621-6848 Fax: 621-6849**

May 7, 2004

TO: Ray Heredia  
Procurement Analyst

THRU: Joe Soto  
Central Maintenance Services Supervisor

FROM: Gabino Cortez Jr.  
Custodial Services Coordinator

SUBJECT: Bid Tabulations for Richard Burgess Library

After reviewing the bid tabulations, the Building Maintenance Division of Municipal Services is recommending Bid #2004-144 be awarded to Eagle Janitorial Services at the rate of \$8.00 hourly / \$1,252.80 monthly / \$15,033.60 yearly. If there are any questions, feel free to call us at 621-6848.

# CITY OF EL PASO BID TABULATION

ID ITEM: JANITORIAL SERVICES - RICHARD BURGESS LIBRARY


ID DATE: APRIL 14, 2004

BID # 2004-144

DEPARTMENT: MUNICIPAL SERVICES

		ADEFTO BUILDING AND GROUNDS SERVICES EL PASO, TX			CARRANCO PRODUCTS & SERVICES EL PASO, TX			CONSOLIDATED CUSTODIAL SERVICES LAS CRUCES, NM			IMMACULATE JANITORIAL SERVICES EL PASO, TX		
EM O.	DESCRIPTION	HOURLY RATE	MONTHLY TOTAL	YEARLY TOTAL	HOURLY RATE	MONTHLY TOTAL	YEARLY TOTAL	HOURLY RATE	MONTHLY TOTAL	YEARLY TOTAL	HOURLY RATE	MONTHLY TOTAL	YEARLY TOTAL
	JANITORIAL SERVICES RICHARD BURGESS LIBRARY	\$8.00	\$1,252.80	\$15,033.60	\$9.75	\$1,526.85	\$18,322.20	\$16.95	\$2,654.37	\$31,852.44	\$6.75	\$1,057.05	\$12,684.60
PAYMENT TERMS:		NET - 30 DAYS			1.5% - 10 DAYS			3% - 30 DAYS			NET - 30 DAYS		

NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.


APPROVED BY: 

DATE: 4-17-04

# CITY OF EL PASO BID TABULATION

ID ITEM: JANITORIAL SERVICES - RICHARD BURGESS LIBRARY											BID # 2004-144		
ID DATE: APRIL 14, 2004											DEPARTMENT: MUNICIPAL SERVICES		
		LUCYS CLEANING EL PASO, TX			MAHEIR JANITORIAL SERVICE EL PASO, TX			MARTINEZ JANITORIAL SERVICE EL PASO, TX			P & S JANITORIAL SERVICE EL PASO, TX		
EM O.	DESCRIPTION	HOURLY RATE	MONTHLY TOTAL	YEARLY TOTAL	HOURLY RATE	MONTHLY TOTAL	YEARLY TOTAL	HOURLY RATE	MONTHLY TOTAL	YEARLY TOTAL	HOURLY RATE	MONTHLY TOTAL	YEARLY TOTAL
.	JANITORIAL SERVICES RICHARD BURGESS LIBRARY	\$10.00	\$1,566.00	\$18,792.00	\$7.50	\$1,174.50	\$14,094.00	\$8.25	\$1,291.95	\$15,503.40	\$8.00	\$1,252.80	\$15,033.60
PAYMENT TERMS:		3% - 10 DAYS			1% - 10 DAYS			1.5% - 20 DAYS			2% - 10 DAYS		

**NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.**

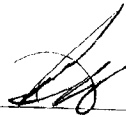
APPROVED BY: 4-17-04 

DATE: 1

# CITY OF EL PASO BID TABULATION

ID ITEM: JANITORIAL SERVICES - RICHARD BURGESS LIBRARY										BID # 2004-144			
ID DATE: APRIL 14, 2004										DEPARTMENT: MUNICIPAL SERVICES			
		PROFESSIONAL JANITORIAL SERVICES EL PASO, TX			THE EAGLE JANITORIAL SERVICES EL PASO, TX			TOTAL CLEANING SERVICES EL PASO, TX					
EM O.	DESCRIPTION	HOURLY RATE	MONTHLY TOTAL	YEARLY TOTAL	HOURLY RATE	MONTHLY TOTAL	YEARLY TOTAL	HOURLY RATE	MONTHLY TOTAL	YEARLY TOTAL	HOURLY RATE	MONTHLY TOTAL	YEARLY TOTAL
.	JANITORIAL SERVICES RICHARD BURGESS LIBRARY	\$12.25	\$1,918.35	\$23,020.20	\$8.00	\$1,252.80	\$15,033.60	\$8.00	\$1,252.80	\$15,033.60	\$0.00	\$0.00	\$0.00
PAYMENT TERMS:		X% - 30 DAYS			3% - 20 DAYS			2.5% - 10 DAYS					
BIDS SOLICITED:					BIDS RECEIVED:			BIDS LOCAL:			NO BID:		

NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.

APPROVED BY:   
 DATE: 4-17-04

# CITY OF EL PASO BID TABULATION

D ITEM: JANITORIAL SERVICES - RICHARD BURGESS LIBRARY

D DATE: APRIL 14, 2004

**BID # 2004-144**

DEPARTMENT: MUNICIPAL SERVICES

DEPARTMENT: MUNICIPAL SERVICES												
DESCRIPTION	HOURLY RATE	MONTHLY TOTAL	YEARLY TOTAL	HOURLY RATE	MONTHLY TOTAL	YEARLY TOTAL	HOURLY RATE	MONTHLY TOTAL	YEARLY TOTAL	HOURLY RATE	MONTHLY TOTAL	YEARLY TOTAL
JANITORIAL SERVICES RICHARD BURGESS LIBRARY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PAYMENT TERMS:												
BIDS SOLICITED: 33				BIDS RECEIVED: 11				BIDS LOCAL: 28				NO BID: 0

**TE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.**

APPROVED BY:

DATE:

2004-144 JANITORIAL SERVICES - RICHARD BURGESS LIBRARY

**SCORING**  
**BID # 2004-144**  
**JANITORIAL SERVICES RICHARD BURGESS LIBRARY**

[illegible]

JANITORIAL SERVICES RICHARD BURGESS LIBRARY

[illegible]

C & L JANITORIAL SERVICES  
ATTN: CENSAR PEREZ  
1207 N GRAMA ST.  
EL PASO, TX 79903

B J JANITORIAL  
ATTN: MANUEL SAENZ  
2007 HAPPER ST  
EL PASO, TX 79903

THE EAGLE JANITORIAL SERVICES  
ATTN: FRANK CORRAL  
2919 AURORA AVE.  
EL PASO, TX 79930

RPM JANITORIAL SERVICES  
ATTN: RUBEN VALENZUELA/PEDRO  
7717 MONTANA AVE.  
EL PASO, TX 79923

IMMACULATE JANITORIAL  
8913 MT. DELANO  
EL PASO, TX 79904

MAHEIR JANITORIAL SERVICES  
ATTN: HECTOR RODRIGUEZ  
12156 YVONNE RICHARDSON AVE.  
EL PASO, TX 79936

J B JANITORIAL SERVICES  
ATTN: JORGE TELLEZ JR.  
12341 ANGIE BOMACH AVE.  
EL PASO, TX 79927

PJS  
ATTN: MARISELA VELEZ  
2110 WYOMING A VENUE  
EL PASO, TX 79903

ADEFTO BUILDING & GROUND SVS  
ATTN: E J OVERTON  
7740 MUSTANG AVE.  
EL PASO, TX 79915

SPEEDY CLEAN MAINTENANCE SVS  
ATTN: DEADRA MINIFEE  
11317 LAKE GENEVA DR.  
EL PASO, TX 79936

ELIZA'S JANITORIAL SERVICE  
ATTN: ELIZA MANRIQUE  
4315 HUECO AVE.  
EL PASO, TX 79903

MARTINEZ JANITORIAL SERVICES  
ATTN: ALFREDO MARTINEZ  
953 GERONNE DR.  
EL PASO, TX 79907

A J MAINTENANCE SERVICES  
ATTN: A G (EDDIE) JURADO  
3431 PERSHING DR., SUITE B-2  
EL PASO, TX 79903

JAMES ENTERPRISE  
ATTN: JOANNA JAMES  
605 CEDAR ST.  
CEDAR HILL, TX 75104

ANNA'S CLEANING SERVICE  
ATTN: ANA FIERRO  
12862 CHAUCER RD.  
EL PASO, TX 79927

DJ'S JANITORIAL SERVICES  
ATTN: RAUL DELGADO  
P O BOX 370305  
EL PASO, TX 79937-0305

MAHEIR JANITORIAL  
ATTN: HECTOR RODRIGUEZ  
12156 YVONNE RICHARDSON  
EL PASO, TX 79936

PES JANITORIAL SERVICES  
ATTN: VIRGINIA SANCHEZ  
12138 VALLEY QUAIL  
EL PASO, TX 79936

TOTAL CLEANING SERVICES  
ATTN: RAUL TORRES  
1026 NAVARRETTE  
EL PASO, TX 79907

CARRANCO PRODUCTS  
ATTN: SERGIO CARRANCO  
3733 SHELL, SUITE A  
EL PASO, TX 79925

GLOBAL CLEAN  
ATTN: JORGE GONZALEZ  
3737 N MESA, SUITE D1 PMB 105  
EL PASO, TX 79902

PEDUS SERVICE  
2424 E BROADWAY, SUITE 100  
TUCSON, AZ 85719

EXECUTIVE MAINTENANCE  
ATTN: LUIS HERNANDEZ  
4305 LOMA DE ORO  
EL PASO, TX 79934

SAN MARCOS ENTERPRISES  
ATTN: HUMBERTO HERNANDEZ  
28 SAN MARCOS  
EL PASO, TX 79922

ATTN: AARON LIVERPOOL  
ENTRUST ONE FACILITY  
SERVICES, INC.  
11880 GREENVILLE AVE STE 108  
DALLAS, TX 75243

CONSOLIDATED CUSTODIAL SVS  
ATTN: MARTHA MARQUEZ  
133 WYATT DRIVE, SUITE 9  
LAS CRUCES, NM 88005

THE ODD MAN SERVICES  
ATTN: HECTOR HERNANDEZ  
208 B. POLO INN  
EL PASO, TX 79915

PEDUS BLDG SERVICES  
ATTN: PETER STUVEN  
303 TEXAS AVENUE #706  
EL PASO, TX 79901

MARCIS & ASSOCIATES  
ATTN: MELISSA CISNEROS  
P O BOX 11175  
SPRING, TX 77391

P & S JANITORIAL SERVICES  
ATTN: VIRGINIA SANCHEZ  
12158 VALLEY QUAIL  
EL PASO, TX 79936

MASTERCLEAN  
ATTN: ROBERTO O. VEGA  
11879 SCOTT SIMPSON  
EL PASO, TX 79936

TORRES JANITORIAL  
1667 BRYAN RAY  
EL PASO, TX 79936

NY JANITORIAL ENTERPRISE  
ATTN: ELIZABETH MELENDEZ  
3620 NATIONS AVE.  
EL PASO, TX 79930

BID INFORMATION SERVICE  
(ALL BIDS ARE ADVERTISED)

BID NET PROCESSING CENTER  
PO BOX 5600  
ALBANY, NY 12205

GREATER EL PASO CHAMBER OF COMMERCE  
ONE CIVIC CENTER PLAZA  
EL PASO, TX 79901

EL PASO HISPANIC CHAMBER OF COMMERCE  
2829 MONTANA AVE, B-100  
EL PASO, TX 79903

EL PASO TIMES NEWSPAPER  
CLASSIFIED/LEGAL SECTION  
PO BOX 20  
EL PASO, TX 79999

CONTRACT OPPORTUNITY CENTER  
4791 N. MESA  
EL PASO, TX 79902

SAM'S CLUB  
7970 NORTH MESA  
EL PASO, TX 79932

SUBCONTRACTORS ASSOCIATION  
PO BOX 3612  
EL PASO, TX 79923

COMMERCE BUSINESS WEEKLY  
2626 NORTHEAST #103  
EL PASO, TX 79902

BLACK CHAMBER OF COMMERCE  
ONE CIVIC CENTER PLAZA  
EL PASO, TX 79901